

**REQUEST FOR QUOTATION NO. PR5152176**

**THE EMBASSY OF THE UNITED STATES OF AMERICA REQUIRES A COMPANY  
TO DESIGN, MANUFACTURE AND INSTALL MODULAR WORKSTATION UNITS  
FOR AN OFFICE AT THE U. S. EMBASSY BUILDING**

**SECTION I. THE SCHEDULE**

If you would like to submit a quotation, follow the instructions in this Statement of Work, complete the required portions of the attached documents and hand it over in a sealed envelope marked “**Enclosed Quote**” no later than **Monday, August 01<sup>st</sup>, 2016 at 10:00 a.m.** to the following address:

**American Embassy  
Portón 3  
Col. San Carlos  
Tegucigalpa, Honduras**

A site visit will be held on **July 26<sup>th</sup>, 2016** at **US Embassy, Col. San Carlos, Tegucigalpa** at **09:00 a. m.** Interested vendors must submit the name and ID of their representatives no later than **July 25<sup>th</sup>, 2016** to the e-mail [proctgu@state.gov](mailto:proctgu@state.gov) making reference to **RFQ – PR5152176**.

U. S. Government intends to award this Contract to the responsible company submitting a technically acceptable quotation at the lowest price. This Contract will be awarded based on initial quotations without holding discussions, although, discussions may be held with companies in the competitive range if there is a need to do so.

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**I. SCOPE OF SERVICES**

- A.** The Contractor shall deliver modular workstation units to the U.S. Embassy in Tegucigalpa.
- B.** This is a firm-fixed price type of purchase order.
- C.** The price listed below shall include all labor, materials, overhead, profit, and transportation necessary to deliver the required items to the American Embassy.
- D.** All prices are in Lempiras.

**II. PRICING**

LINE ITEM	DESCRIPTION	UNIT	UNIT OF MEASURE	UNIT PRICE LPS.	TOTAL PRICE LPS.
1	Design and manufacture three (3) Bookshelves in laminated plastic with high pressure color Wengue with 3 open shelves and 2 closed shelves with 2 abatable doors with silver door handles. Size: 90 cm x 40cm x180 cm.	3	EA		
2	Design and manufacture one (1) Credenza desk trapezoid shape with laminated plastic with high pressure color Wengue with silver door handle of 20cm, 2 doors with 2 central shelves. Size: 50 cm x100 cm x43 cm x 61cm (h).	1	EA		
3	Design and manufacture two (2) L shaped desks in laminated plastic with high pressure color Wengue with frontal laminated screen and central base with aluminium paint, semi curve frontal surface with 3 drawer Formica table. Size: 150 cm x 180 cm x 76 cm.	2	EA		
4	Design and manufacture eight (8) self-supportable flippers Size 90 cm x 35 cm x 44 cm with door and air pistons. Will be supported using rails on the walls.	8	EA		
5	Design and manufacture two (2) Bookshelves in laminated plastic with high pressure color Wengue with interior Black backing, with 4 open shelves and 2 abatable doors with silver long door handle 20 cm. Black interior. Size 90 cm x 80 cm x 200 cm.	2	EA		

**Statement of Work**
**Design, Manufacture and Installation of Furniture in DHS Area  
U.S. Embassy Tegucigalpa, Honduras  
July 2016**

6	Design and manufacture four (4) Flippers, Size: 90 cm x 35 cm x 44 cm, supported in panel with door and air pistons. Size: 90 cm x 35 cm x 44 cm.	<b>4</b>	EA		
7	Design and manufacture one (1) Formica panel 227 cm x180 cm.	<b>1</b>	EA		
8	Design and manufacture one (1) Formica panel 296 cm x180 cm.	<b>1</b>	EA		
9	Design and manufacture fourteen (14) Rails 3030, size: 180 cm.	<b>14</b>	EA		
10	Design and manufacture two (2) Computer desks in laminated plastic with high pressure color Wengue with keyboard holder Size: 60 cm x 50 cm x 76 cm (h).	<b>2</b>	EA		
11	Design and manufacture one (1) Waiting table laminated plastic with high pressure color Wengue Size: 50 cm x 50 cm x 48 cm.	<b>1</b>	EA		
12	Design and manufacture four (4) Bookshelves in laminated plastic with high pressure color Wengue with interior Black backing, with 4 open shelves and 2 abatable doors with silver long door handle 20 cm. Black interior. Size 80 cm x 52 cm x 180 cm (h).	<b>4</b>	EA		
13	Design and manufacture two (2) Semi-Executive L shaped and curved Desks, Formica surface finish that resembles wood Wengue color. Semi-executive work desk shall measure 180 cm x 150 cm x 76 cm (h). Each desk shall include 1 drawer cabinet (material for cabinet maybe metal or conglomerate wood) consisting of 2 personal drawers and 1 file drawer, and pencil drawer. Desk shall come equipped with keyboard and mouse holder.	<b>2</b>	EA		
14	Design and manufacture two (2) L shape Desk, Formica surface finish that resembles wood in Wengue color. Size 158 cm x 54 cm x 80 cm x 76 cm (h). Each desk shall include 1 drawer cabinet of 47 cm consisting of 2 personal drawers and 1 file drawer, Desk shall come equipped with keyboard and mouse holder.	<b>2</b>	EA		

**Statement of Work****Design, Manufacture and Installation of Furniture in DHS Area  
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15	Design and manufacture two (2) Rolling tables laminated plastic with high pressure color Wengue of 41 cm x 60 cm x 76 cm (h).	2	EA		
16	Design and manufacture one (1) Credenza desk in laminated plastic with high pressure color Wengue long door handle 20 cm with 2 abatable doors with silver handles 20 cm and lock with 2 internal shelves. Size: 60 cm x 50 cm x 76 cm (h).	1	EA		
17	Design and manufacture eight (8) Corkboards in Wengue color size 90 cm x 2 cm x 44 cm with a 5 cm frame included.	8	EA		
18	Design and manufacture one (1) Bookshelf in laminated plastic with high pressure color Wengue with interior Black backing, with 4 open shelves and 2 abatable doors with silver long door handle 20 cm. Black interior. Size 145 cm x 35 cm x 180 cm (h).	1	EA		
19	Installation of all items included from line item 1 to 18.	1	EA		
TOTAL				Lps.	

### **III. STATEMENT OF WORK**

#### **DESIGN, MANUFACTURE AND INSTALLATION OF FURNITURE IN DHS AREA**

#### **1.0 INTRODUCTION**

**1.1** The DHS office is adding to its existing modular furniture layout in order to accommodate additional employees. In order to provide an adequate work environment for the additional employees, the U.S. Embassy requires the services of a qualified contractor which will supply and install new modular furniture to meet the needs of the expanding DHS office. The contractor must manufacture new furniture described in this SOW and install it as required by the Embassy.

#### **2.0 GENERAL REQUIREMENTS**

- 2.1** The Contractor shall provide materials, tools, personnel, personal protective equipment and supervision required to complete the technical requirements in this Statement of Work. If necessary for the execution of this project, the Contractor shall be responsible for hiring labor, acquiring vendors, and shall follow security and safety directives as required by the Embassy.
- 2.2** The Contractor shall partner closely with the Embassy personnel to assure all minor details of this project are carefully planned and executed according to all U.S. Department of State Safety and Security regulations, applicable codes and standards.
- 2.3** The Contractor shall be aware that they will have limited access to the Embassy compound, even if escorted by Embassy personnel, and will not be admitted into any area outside of those designated to execute the project, unless indicated by the Authorized Embassy Contractor Officer Representative (COR).
- 2.4** The Contractor must provide a list with all their required employees and vehicles required to execute this project (i.e.: Complete Names, ID Numbers, license plates, make and model, etc.) to properly request Security Access to the Embassy compound, which will be subject to review and approval by the Regional Security Office (RSO).
- 2.5** The Contractor must provide and request access if any special equipment or materials must enter the Embassy compound.
- 2.6** All the work required to execute this project must be completed in a professional, expeditious and efficient manner. The Embassy compound may be occupied by Embassy employees; therefore, minimum disturbance of other operations will be expected and permitted during the execution of this project.
- 2.7** Due to the nature of this project, the contractor may be asked to work after hours and on weekends to minimize the disturbance on regular embassy operations.
- 2.8** Contractor and designated representative from the Embassy shall hold a meeting before the execution of installation work. All personnel that will be involved in the installation process are required to attend. The meeting agenda will include discussion on the use of proper attire, tools, and supplies. Safety and proposed work procedures will be reviewed at the meeting. The Contracting Officer Representative (COR) will schedule this meeting with contractor.
- 2.9** The Contractor shall be required to prepare and submit reports, bill of materials, product data, shop drawings, quality control schedules, safety plan, and activity hazard analysis. These documents shall provide the necessary interfaces, coordination, and communication between the Embassy and Contractor for the delivery of a completed project.

### 3.0 SCOPE OF SERVICES

- 3.1** This specification establishes the minimum requirements for the acquisition and installation of a complete and usable system of workstations composed of panels, stacking panel-frames, spine walls, freestanding work surfaces or base units, supporting components, electrical hardware, communications, special electrical features, and accessories. Workstation requirements and configurations shall be in accordance with the furniture layout and typical workstation types shown in drawings and specified herein. Components and hardware will be provided from a single manufacturer; they shall be standard products. A complete listing of part/model numbers for all components will be submitted, including names and codes of components referenced on updated drawings. Electrical components shall be products of a single manufacturer to the extent practicable (different types of components may be of different manufacturers, but all units of a given component shall be from a single source). The completed installation shall comply with NFPA 70 and NFPA 101.
- 3.2** The types of components or elements utilized shall be as shown on the drawings and as specified herein of this specification. The storage capacity, number of desks accommodated, width of aisles, or workstation configuration shall not be reduced.
- 3.3** The Contractor is required to execute the following activities and all other tasks required to successfully complete the services needed to design, manufacture and install all work spaces for the DHS office as described in this scope of work:
- a) Design and manufacture three (3) Bookshelves in laminated plastic with high pressure color Wengue with 3 open shelves and 2 closed shelves with 2 abatable doors with silver door handles. Size: 90 cm x 40cm x180 cm*
  - b) Design and manufacture one (1) Credenza desk trapezoid shape with laminated plastic with high pressure color Wengue with silver door handle of 20cm, 2 doors with 2 central shelves. Size: 50 cm x100 cm x43 cm x 61cm (h)*
  - c) Design and manufacture two (2) L shaped desks in laminated plastic with high pressure color Wengue with frontal laminated screen and central base with aluminium paint, semi curve frontal surface with 3 drawer Formica table. Size: 150 cm x 180 cm x 76 cm*
  - d) Design and manufacture eight (8) self-supportable flippers Size 90 cm x 35 cm x 44 cm with door and air pistons. Will be supported using rails on the walls*
  - e) Design and manufacture two (2) Bookshelves in laminated plastic with high pressure color Wengue with interior Black backing, with 4 open shelves and 2 abatable doors with silver long door handle 20 cm. Black interior. Size 90 cm x 80 cm x 200 cm*
  - f) Design and manufacture four (4) Flippers, Size: 90 cm x 35 cm x 44 cm, supported in panel with door and air pistons. Size: 90 cm x 35 cm x 44 cm*
  - g) Design and manufacture one (1) Formica panel 227 cm x180 cm*
  - h) Design and manufacture one (1) Formica panel 296 cm x180 cm*
  - i) Design and manufacture fourteen (14) Rails 3030, size: 180 cm*
  - j) Design and manufacture two (2) Computer desks in laminated plastic with high pressure color Wengue with keyboard holder Size: 60 cm x 50 cm x 76 cm (h)*
  - k) Design and manufacture one (1) Waiting table laminated plastic with high pressure color Wengue Size: 50 cm x 50 cm x 48 cm*
  - l) Design and manufacture four (4) Bookshelves in laminated plastic with high pressure color Wengue with interior Black backing, with 4 open shelves and 2 abatable doors with silver long door handle 20 cm. Black interior. Size 80 cm x 52 cm x 180 cm (h)*
  - m) Design and manufacture two (2) Semi-Executive L shaped and curved Desks, Formica surface finish that resembles wood Wengue color. Semi-executive work desk shall measure 180 cm x 150 cm x 76 cm (h). Each desk shall include 1 drawer cabinet (material for*

- cabinet maybe metal or conglomerate wood) consisting of 2 personal drawers and 1 file drawer, and pencil drawer. Desk shall come equipped with keyboard and mouse holder*
- n) Design and manufacture two (2) L shape Desk, Formica surface finish that resembles wood in Wengue color. Size 158 cm x 54 cm x 80 cm x 76 cm (h). Each desk shall include 1 drawer cabinet of 47 cm consisting of 2 personal drawers and 1 file drawer, Desk shall come equipped with keyboard and mouse holder*
  - o) Design and manufacture two (2) Rolling tables laminated plastic with high pressure color Wengue of 41 cm x 60 cm x 76 cm (h)*
  - p) Design and manufacture one (1) Credenza desk in laminated plastic with high pressure color Wengue long door handle 20 cm with 2 abatable doors with silver handles 20 cm and lock with 2 internal shelves. Size: 60 cm x 50 cm x 76 cm (h)*
  - q) Design and manufacture eight (8) Corkboards in Wengue color size 90 cm x 2 cm x 44 cm with a 5 cm frame included*
  - r) Design and manufacture one (1) Bookshelf in laminated plastic with high pressure color Wengue with interior Black backing, with 4 open shelves and 2 abatable doors with silver long door handle 20 cm. Black interior. Size 145 cm x 35 cm x 180 cm (h)*
  - s) Installation of all items included from line item 1 to 18*
- 3.4** All workstations, as specified in the above numerals, shall meet the following requirements:
- a)** Workstation designs shall take into account ergonomic scientific research results. The furniture shall be designed to facilitate task performance, and minimize fatigue and injury by taking into account size and range of motion by the user. Curved lines are preferable to right angles. ***Contractor shall provide 3D drawing rendering of items being quoted.***
  - b)** Correct work station height shall be approximately 29-1/2" high depending upon the chair and other factors that interact with the user and table. The ideal is for the user to be able to sit at the work station with the keyboard in place and be able to easily maintain a 90-100 degree elbow angle and straight wrists while keying. The work surface shall be fabricated from particleboard or medium density fiberboard (MDF). Particleboard or MDF shall be minimum one-inch thickness, sealed and with laminate on top and bottom, having a minimum density of 600kg/m<sup>3</sup>.
  - c)** Formaldehyde is commonly used in manufacture of pressed wood products. High levels of formaldehyde release can lead to irritation of eyes and nose when breathing. Accordingly, the materials used in manufacture of the workstations must be within accepted standards for formaldehyde release. Particleboard material shall conform to ANSI A208.1 and MDF material shall conform to ANSI A208.2.  
Vendors shall submit with their proposal a manufacturer's certification that the product meets the ANSI standard above, or its international equivalent. Vendors shall also submit with their proposal the material safety data sheets (MSDS) of the composite material, to be used to support compliance with stated formaldehyde contents standards.
  - d)** The desks' tops should be big enough to allow space not only for all computer-related necessary equipment, but also for paperwork, books, and other materials needed while working at the computer. Working with materials on chairs and at odd angles has the potential for neck and other body strain. The work surface shall have a depth of at least 30 inches for desks and 24 inches for workstations. The work space shall be equipped with passes needed to maximize good wire/cable management.
  - e)** Desks shall also come with the option for a retractable and rotational keyboard and mouse holder. The height of the adjustable keyboard support should be approximately 26".



- f) Leg room: Knee spaces should allow a worker to feel uncrowded and to allow some changes of position even with the keyboard support lowered to the correct level for use. The knee space should be at least 30" wide by 19" deep by 27" high to comply with the requirements of the Americans with Disabilities Act. Drawers and support legs (for furniture) should not go where human legs need to fit.
- g) The final design should include overhead compartments that are self-supported with modular partitions. The design shall provide modular partitions and overhead drawers/compartments at a level so that employees can use the space underneath the overhead compartment - approximately 1.85m from Finish Floor. Partitions shall be capable of allowing electrical and communication cabling pass through them. Partitions shall be a minimum of 2-1/4" thick.
- h) Desks shall be equipped with a minimum of four (4) drawers and two (2) file drawers. Drawer cabinets maybe made of metal or using the same quality of fiberboard as that used for the desk countertop.
- i) Workstations shall be equipped with a minimum of two (2) drawers and one (1) file drawers for each user. Drawer cabinets maybe made of metal or using the same quality of fiberboard as that used for the desk countertop.
- j) Ergonomic office chairs may be set in such a way so as to encourage good posture. Adjustable task seating can also help you avoid stiffness and pain in your neck, joints and back. Adjustable task seating helps to ensure that you are completely supported and pain-free while you work at your desk. Chairs shall be equipped with adjustable supportive features such as headrests, arm supports, back and lumbar support and chair height. Seat pan depth and width shall be within the range of 15" to 19" and using a soft cushion material. Chair backs shall be of a breathable fabric mesh and be safe, strong and stable 5-post base, able to support 5 times the expected weight. The chair base should also be equipped with quality casters to permit easy maneuvering on office floor carpet surfaces.

#### **4.0 PERIOD OF PERFORMANCE**

##### **4.1** This project shall consist of 2 stages:

STAGE 1 – MANUFACTURING: The contractor shall manufacture the furniture with in a period no longer than 4 weeks after receiving the Purchase Order.

STAGE 2 – INSTALLATION: The contractor shall install all furniture within a period no longer than 5 days. Major activities will be conducted over weekends, followed by detail and fine tuning over regular work days. Start date will be defined by the COR and the contractor once notice of completion of stage 1 has been provided by the Contractor.

#### **5.0 CONTRACTOR'S RESPONSIBILITY**

##### **5.1** The Contractor shall be responsible for the professional quality, technical accuracy, and coordination at the site of work. The Construction service furnished under this contract will be based in part of the site survey/visit meeting conducted with the Facilities Management staff and the LES-RSO staff.

##### **5.2** *The Government will provide the Contractor with ACAD drawing of the area to scale for bidding purposes only. The Contractor shall be responsible to verify dimensions and space measurements prior to furniture fabrication.*

- 5.3 The Contractor shall identify a Project Manager who shall be responsible for the overall management of the project and shall represent the Contractor on site at all times. The Project Manager shall assist during any meetings involved with the project and shall prepare status reports of the project if requested by the Contractor Officer Representative.
- 5.4 Any cost associated with services subcontracted by the Contractor shall be borne by and be the complete responsibility of the Contractor under the fixed price of this Contract.
- 5.5 The Contractor is responsible to comply with State Department security rules, local labor laws, regulations, customs and practices pertaining to labor, safety, security and similar matters. The Contractor shall promptly report all accidents resulting in lost time, property damage or injuries to the Contractor Officer Representative.

#### **6.0 CONTRACTING OFFICER REPRESENTATIVE (COR)**

- 6.1 All technical questions concerning the Scope of Work and requirements of the U.S. Embassy Tegucigalpa, Honduras service contract shall be directed to the COR which will be appointed by the IMO. FM may provide any assistance as required by the COR.
- 6.2 The Contracting Officer Representative (COR) will be the contractor's Point of Contact (POC) at the U.S. Embassy Tegucigalpa. All questions concerning coordination of services shall be directed to the COR.
- 6.3 The assigned Contracting Officer and Contracting Officer's Representative are the sole Point of Contacts (POC) for all technical and contractual discussions or issues regarding the scope of work and its intent and execution. The contractor shall take no direction verbal or otherwise from Embassy personnel other than the Contracting Officer or Contract Officer's Representative.

#### **7.0 ACCESS TO GOVERNMENT OWNED PROPERTY**

- 7.1 Contractor employees at all times shall be with a proper security escort provided by either the Contracting Officer or the COR.
- 7.2 The US Embassy reserves the right to deny access to U.S owned and U.S.-operated facilities to any individual. The Contractor shall provide the names, and ID number for all Contractor personnel, but no more than 10 technicians.
- 7.3 Contractor vehicles will not be permitted inside the Embassy compound without prior approval. If you need to have vehicle access please submit your vehicle information (Make, Model, License Plate #) along with a written justification as to why access is necessary. This should be submitted to the COR at least one (1) week prior to the visit. There is a maximum amount of Vehicles Entry requests per Contractor's Staff allowed, therefore the written justification must be provided with all necessary details to be considered for approval.

#### **8.0 STANDARDS OF CONDUCT**

- 8.1 The Contractor shall maintain satisfactory standards of employee competency conduct cleanliness, appearance and integrity and shall be responsible for taking such disciplinary action with respect to employees as may be necessary. Each Contractor employee shall adhere to standards of conduct that reflect credit on themselves, their employer, and the United States Government. The US Embassy reserves the right to direct the Contractor to remove an employee from the worksite for failure to comply with the standards of conduct. The Contractor shall immediately replace such an employee to maintain continuity of services at no additional cost to the Government.

**9.0 SAFETY, HEALTH AND ENVIRONMENTAL MANAGEMENT**

**9.1** The Contractor shall take all reasonable and proper safety precautions to prevent death or injury to any person or damage to any property at the US Embassy Tegucigalpa, Honduras Compound and in particular all equipment used by the Contractor shall be used in such a manner and maintained so as to minimize the danger of accident, death, injury, loss or damage arising from the use of such equipment. In addition to relevant statutory requirements, standards and other provisions of this Contract, the Contractor shall have the following requirements:

- a) The Contractor's personnel shall be knowledgeable with and adhere to all relevant occupational health and safety regulations
- b) Ensure that the Contractor's personnel comply with all safety procedures and requirements
- c) Ensure that the Contractor's personnel are adequately trained and instructed in the safe and correct usage, handling and operation of materials and equipment relevant to the Services and provide reasonable proof of such to the US Embassy Tegucigalpa, Honduras on request
- d) Ensure the Contractor's personnel are certified as having completed occupational health and safety training and have been issued all the necessary Personal Protection Equipment (PPE)

**END OF STATEMENT OF WORK**

**SECTION II - CONTRACT CLAUSES**

**FAR 52.212-4 CONTRACT TERMS AND CONDITIONS – COMMERCIAL ITEMS (MAY 2015)**, is incorporated by reference (See SF-1449, Block 27A).

**CLAUSES FOR PURCHASE ORDERS AND BLANKET PURCHASE AGREEMENTS  
AWARDED BY OVERSEAS CONTRACTING ACTIVITIES  
(Current thru FAC 2005-75-83)**

**COMMERCIAL ITEMS**

**FAR 52.252-2 Clauses Incorporated By Reference (FEB 1998)**

This purchase order or BPA incorporates the following clauses by reference, with the same force and effect as if they were given in full text. Upon request, the Contracting Officer will make their full text available. Also, the full text of a clause may be accessed electronically at this address:  
<https://www.acquisition.gov/far>

DOSAR clauses may be accessed at: <http://www.statebuy.state.gov/dosar/dosartoc.htm>

**FEDERAL ACQUISITION REGULATION (48 CFR Chapter 1) CLAUSES**

<b>NUMBER</b>	<b>TITLE</b>	<b>DATE</b>
52.204-9	Personal Identity Verification of Contractor Personnel (if contractor requires physical access to a federally-controlled facility or access to a Federal information system)	JAN 2011
52.212-4	Contract Terms and Conditions – Commercial Items (Alternate I (MAY 2014) of 52.212-4 applies if the order is time-and-materials or labor-hour)	MAY 2015
52.225-19	Contractor Personnel in a Diplomatic or Consular Mission Outside the United States (applies to services at danger pay posts only)	MAR 2008
52.227-19	Commercial Computer Software License (if order is for software)	DEC 2007
52.228-3	Workers' Compensation Insurance (Defense Base Act) (if order is for services and contractor employees are covered by Defense Base Act insurance)	JUL 2014
52.228-4	Workers' Compensation and War-Hazard Insurance (if order is for services and contractor employees are <u>not</u> covered by Defense Base Act insurance)	APR 1984

The following clause is provided in full text:

**52.212-5 CONTRACT TERMS AND CONDITIONS REQUIRED TO IMPLEMENT STATUTES OR EXECUTIVE ORDERS – COMMERCIAL ITEMS (MAY 2015)**

- (a) The Contractor shall comply with the following Federal Acquisition Regulation (FAR) clauses, which are incorporated in this contract by reference, to implement provisions of law or Executive orders applicable to acquisitions of commercial items:
- (1) [52.209-10](#), Prohibition on Contracting with Inverted Domestic Corporations (Dec 2014)
  - (2) [52.233-3](#), Protest After Award (AUG 1996) ([31 U.S.C. 3553](#)).
  - (3) [52.233-4](#), Applicable Law for Breach of Contract Claim (OCT 2004) (Public Laws 108-77 and 108-78 ([19 U.S.C. 3805 note](#))).
- (b) The Contractor shall comply with the FAR clauses in this paragraph (b) that the Contracting Officer has indicated as being incorporated in this contract by reference to implement provisions of law or Executive orders applicable to acquisitions of commercial items:  
[Contracting Officer checks as appropriate.]
- \_\_\_ (1) [52.203-6](#), Restrictions on Subcontractor Sales to the Government (Sept 2006), with Alternate I (Oct 1995) ([41 U.S.C. 4704](#) and [10 U.S.C. 2402](#)).
  - \_\_\_ (2) [52.203-13](#), Contractor Code of Business Ethics and Conduct (Apr 2010) ([41 U.S.C. 3509](#))
  - \_\_\_ (3) [52.203-15](#), Whistleblower Protections under the American Recovery and Reinvestment Act of 2009 (June 2010) (Section 1553 of Pub. L. 111-5). (Applies to contracts funded by the American Recovery and Reinvestment Act of 2009.)
  - \_\_\_ (4) [52.204-10](#), Reporting Executive Compensation and First-Tier Subcontract Awards (Jul 2013) (Pub. L. 109-282) ([31 U.S.C. 6101 note](#))
  - \_\_\_ (5) [Reserved]
  - \_\_\_ (6) [52.204-14](#), Service Contract Reporting Requirements (Jan 2014) (Pub. L. 111-117, section 743 of Div. C).
  - \_\_\_ (7) [52.204-15](#), Service Contract Reporting Requirements for Indefinite-Delivery Contracts (Jan 2014) (Pub. L. 111-117, section 743 of Div. C).
  - \_\_\_ (8) [52.209-6](#), Protecting the Government's Interest When Subcontracting with Contractors Debarred, Suspended, or Proposed for Debarment. (Aug 2013) ([31 U.S.C. 6101 note](#)).
  - \_\_\_ (9) [52.209-9](#), Updates of Publicly Available Information Regarding Responsibility Matters (Jul 2013) ([41 U.S.C. 2313](#)).
  - \_\_\_ (10) [Reserved].
  - \_\_\_ (11) (i) [52.219-3](#), Notice of HUBZone Set-Aside or Sole-Source Award (Nov 2011) ([15 U.S.C. 657a](#)).
  - \_\_\_ (ii) Alternate I (Nov 2011) of [52.219-3](#).
  - \_\_\_ (12) (i) [52.219-4](#), Notice of Price Evaluation Preference for HUBZone Small Business Concerns (OCT 2014) (if the offeror elects to waive the preference, it shall so indicate in its offer) ([15 U.S.C. 657a](#)).
  - \_\_\_ (ii) Alternate I (JAN 2011) of [52.219-4](#).
  - \_\_\_ (13) [Reserved]
  - \_\_\_ (14) (i) [52.219-6](#), Notice of Total Small Business Set-Aside (Nov 2011) ([15 U.S.C. 644](#)).
  - \_\_\_ (ii) Alternate I (Nov 2011).
  - \_\_\_ (iii) Alternate II (Nov 2011).
  - \_\_\_ (15) (i) [52.219-7](#), Notice of Partial Small Business Set-Aside (June 2003) ([15 U.S.C. 644](#)).
  - \_\_\_ (ii) Alternate I (Oct 1995) of [52.219-7](#).
  - \_\_\_ (iii) Alternate II (Mar 2004) of [52.219-7](#).
  - \_\_\_ (16) [52.219-8](#), Utilization of Small Business Concerns (Oct 2014) ([15 U.S.C. 637\(d\)\(2\)](#) and (3).
  - \_\_\_ (17) (i) [52.219-9](#), Small Business Subcontracting Plan (Oct 2014) ([15 U.S.C. 637\(d\)\(4\)](#)).
  - \_\_\_ (ii) Alternate I (Oct 2001) of [52.219-9](#).

- \_\_\_ (iii) Alternate II (Oct 2001) of [52.219-9](#).
- \_\_\_ (iv) Alternate III (Oct 2014) of [52.219-9](#).
- \_\_\_ (18) [52.219-13](#), Notice of Set-Aside of Orders (Nov 2011)([15 U.S.C. 644\(r\)](#)).
- \_\_\_ (19) [52.219-14](#), Limitations on Subcontracting (Nov 2011) ([15 U.S.C. 637\(a\)\(14\)](#)).
- \_\_\_ (20) [52.219-16](#), Liquidated Damages-Subcontracting Plan (Jan 1999) ([15 U.S.C. 637\(d\)\(4\)\(F\)\(i\)](#)).
- \_\_\_ (21) [52.219-27](#), Notice of Service-Disabled Veteran-Owned Small Business Set-Aside (Nov 2011) ([15 U.S.C. 657 f](#)).
- \_\_\_ (22) [52.219-28](#), Post Award Small Business Program Rerepresentation (Jul 2013) ([15 U.S.C. 632\(a\)\(2\)](#)).
- \_\_\_ (23) [52.219-29](#), Notice of Set-Aside for Economically Disadvantaged Women-Owned Small Business (EDWOSB) Concerns (Jul 2013) ([15 U.S.C. 637\(m\)](#)).
- \_\_\_ (24) [52.219-30](#), Notice of Set-Aside for Women-Owned Small Business (WOSB) Concerns Eligible Under the WOSB Program (Jul 2013) ([15 U.S.C. 637\(m\)](#)).
- \_\_\_ (25) [52.222-3](#), Convict Labor (June 2003) (E.O. 11755).
- \_\_\_ (26) [52.222-19](#), Child Labor-Cooperation with Authorities and Remedies (Jan 2014) (E.O. 13126).
- \_\_\_ (27) [52.222-21](#), Prohibition of Segregated Facilities (Apr 2015).
- \_\_\_ (28) [52.222-26](#), Equal Opportunity (Apr 2015) (E.O. 11246).
- \_\_\_ (29) [52.222-35](#), Equal Opportunity for Veterans (Jul 2014)([38 U.S.C. 4212](#)).
- \_\_\_ (30) [52.222-36](#), Equal Opportunity for Workers with Disabilities (Jul 2014) ([29 U.S.C. 793](#)).
- \_\_\_ (31) [52.222-37](#), Employment Reports on Veterans (JUL 2014) (38 U.S.C. 4212).
- \_\_\_ (32) [52.222-40](#), Notification of Employee Rights Under the National Labor Relations Act (Dec 2010) (E.O. 13496).
- X** (33) (i) [52.222-50](#), Combating Trafficking in Persons (Mar 2015) ([22 U.S.C. chapter 78](#) and E.O. 13627).
- \_\_\_ (ii) Alternate I (Mar 2015) of [52.222-50](#) ([22 U.S.C. chapter 78](#) and E.O. 13627).
- \_\_\_ (34) [52.222-54](#), Employment Eligibility Verification (AUG 2013). (Executive Order 12989). (Not applicable to the acquisition of commercially available off-the-shelf items or certain other types of commercial items as prescribed in [22.1803](#).)
- \_\_\_ (35) (i) [52.223-9](#), Estimate of Percentage of Recovered Material Content for EPA–Designated Items (May 2008) ([42 U.S.C. 6962\(c\)\(3\)\(A\)\(ii\)](#)). (Not applicable to the acquisition of commercially available off-the-shelf items.)
- \_\_\_ (ii) Alternate I (May 2008) of [52.223-9](#) ([42 U.S.C. 6962\(i\)\(2\)\(C\)](#)). (Not applicable to the acquisition of commercially available off-the-shelf items.)
- \_\_\_ (36) (i) [52.223-13](#), Acquisition of EPEAT®-Registered Imaging Equipment (JUN 2014) (E.O.s 13423 and 13514).
- \_\_\_ (ii) Alternate I (Jun 2014) of [52.223-13](#).
- \_\_\_ (37) (i) [52.223-14](#), Acquisition of EPEAT®-Registered Televisions (JUN 2014) (E.O.s 13423 and 13514).
- \_\_\_ (ii) Alternate I (Jun 2014) of [52.223-14](#).
- \_\_\_ (38) [52.223-15](#), Energy Efficiency in Energy-Consuming Products (DEC 2007) ([42 U.S.C. 8259b](#)).
- \_\_\_ (39) (i) [52.223-16](#), Acquisition of EPEAT®-Registered Personal Computer Products (JUN 2014) (E.O.s 13423 and 13514).
- \_\_\_ (ii) Alternate I (Jun 2014) of [52.223-16](#).
- X** (40) [52.223-18](#), Encouraging Contractor Policies to Ban Text Messaging While Driving (AUG 2011) (E.O. 13513).
- \_\_\_ (41) [52.225-1](#), Buy American-Supplies (May 2014) ([41 U.S.C. chapter 83](#)).
- \_\_\_ (42) (i) [52.225-3](#), Buy American-Free Trade Agreements-Israeli Trade Act (May 2014) ([41 U.S.C. chapter 83](#), [19 U.S.C. 3301](#) note, [19 U.S.C. 2112](#) note, [19 U.S.C. 3805](#) note, [19 U.S.C. 4001](#) note, Pub. L. 103-182, 108-77, 108-78, 108-286, 108-302, 109-53, 109-169, 109-283, 110-138, 112-41, 112-42, and 112-43).
- \_\_\_ (ii) Alternate I (May 2014) of [52.225-3](#).

- (iii) Alternate II (May 2014) of [52.225-3](#).
  - (iv) Alternate III (May 2014) of [52.225-3](#).
  - (43) [52.225-5](#), Trade Agreements (Nov 2013) ([19 U.S.C. 2501](#), et seq., [19 U.S.C. 3301](#) note).
  - (44) [52.225-13](#), Restrictions on Certain Foreign Purchases (June 2008) (E.O.'s, proclamations, and statutes administered by the Office of Foreign Assets Control of the Department of the Treasury).
  - (45) [52.225-26](#), Contractors Performing Private Security Functions Outside the United States (Jul 2013) (Section 862, as amended, of the National Defense Authorization Act for Fiscal Year 2008; [10 U.S.C. 2302 Note](#)).
  - (46) [52.226-4](#), Notice of Disaster or Emergency Area Set-Aside (Nov 2007) ([42 U.S.C. 5150](#)).
  - (47) [52.226-5](#), Restrictions on Subcontracting Outside Disaster or Emergency Area (Nov 2007) ([42 U.S.C. 5150](#)).
  - (48) [52.232-29](#), Terms for Financing of Purchases of Commercial Items (Feb 2002) ([41 U.S.C. 4505](#), [10 U.S.C. 2307\(f\)](#)).
  - (49) [52.232-30](#), Installment Payments for Commercial Items (Oct 1995) ([41 U.S.C. 4505](#), [10 U.S.C. 2307\(f\)](#)).
  - (50) [52.232-33](#), Payment by Electronic Funds Transfer-System for Award Management (Jul 2013) ([31 U.S.C. 3332](#)).
  - (51) [52.232-34](#), Payment by Electronic Funds Transfer-Other than System for Award Management (Jul 2013) ([31 U.S.C. 3332](#)).
  - (52) [52.232-36](#), Payment by Third Party (May 2014) ([31 U.S.C. 3332](#)).
  - (53) [52.239-1](#), Privacy or Security Safeguards (Aug 1996) ([5 U.S.C. 552a](#)).
  - (54) (i) [52.247-64](#), Preference for Privately Owned U.S.-Flag Commercial Vessels (Feb 2006) ([46 U.S.C. Appx. 1241\(b\)](#) and [10 U.S.C. 2631](#)).
  - (ii) Alternate I (Apr 2003) of [52.247-64](#).
- (c) The Contractor shall comply with the FAR clauses in this paragraph (c), applicable to commercial services, that the Contracting Officer has indicated as being incorporated in this contract by reference to implement provisions of law or Executive orders applicable to acquisitions of commercial items: [Contracting Officer check as appropriate.]
- (1) [52.222-17](#), Nondisplacement of Qualified Workers (May 2014)(E.O. 13495).
  - (2) [52.222-41](#), Service Contract Labor Standards (May 2014) ([41 U.S.C. chapter 67](#)).
  - (3) [52.222-42](#), Statement of Equivalent Rates for Federal Hires (May 2014) ([29 U.S.C. 206](#) and [41 U.S.C. chapter 67](#)).
  - (4) [52.222-43](#), Fair Labor Standards Act and Service Contract Labor Standards-Price Adjustment (Multiple Year and Option Contracts) (May 2014) ([29 U.S.C. 206](#) and [41 U.S.C. chapter 67](#)).
  - (5) [52.222-44](#), Fair Labor Standards Act and Service Contract Labor Standards-Price Adjustment (May 2014) ([29 U.S.C. 206](#) and [41 U.S.C. chapter 67](#)).
  - (6) [52.222-51](#), Exemption from Application of the Service Contract Labor Standards to Contracts for Maintenance, Calibration, or Repair of Certain Equipment-Requirements (May 2014) ([41 U.S.C. chapter 67](#)).
  - (7) [52.222-53](#), Exemption from Application of the Service Contract Labor Standards to Contracts for Certain Services-Requirements (May 2014) ([41 U.S.C. chapter 67](#)).
  - (8) [52.222-55](#), Minimum Wages Under Executive Order 13658 (Dec 2014)(E.O. 13658).
  - (9) [52.226-6](#), Promoting Excess Food Donation to Nonprofit Organizations (May 2014) ([42 U.S.C. 1792](#)).
  - (10) [52.237-11](#), Accepting and Dispensing of \$1 Coin (Sept 2008) ([31 U.S.C. 5112\(p\)\(1\)](#)).
- (d) Comptroller General Examination of Record. The Contractor shall comply with the provisions of this paragraph (d) if this contract was awarded using other than sealed bid, is in excess of the simplified acquisition threshold, and does not contain the clause at [52.215-2](#), Audit and Records-Negotiation.



- (1) The Comptroller General of the United States, or an authorized representative of the Comptroller General, shall have access to and right to examine any of the Contractor's directly pertinent records involving transactions related to this contract.
  - (2) The Contractor shall make available at its offices at all reasonable times the records, materials, and other evidence for examination, audit, or reproduction, until 3 years after final payment under this contract or for any shorter period specified in FAR [Subpart 4.7](#), Contractor Records Retention, of the other clauses of this contract. If this contract is completely or partially terminated, the records relating to the work terminated shall be made available for 3 years after any resulting final termination settlement. Records relating to appeals under the disputes clause or to litigation or the settlement of claims arising under or relating to this contract shall be made available until such appeals, litigation, or claims are finally resolved.
  - (3) As used in this clause, records include books, documents, accounting procedures and practices, and other data, regardless of type and regardless of form. This does not require the Contractor to create or maintain any record that the Contractor does not maintain in the ordinary course of business or pursuant to a provision of law.
- (e) (1) Notwithstanding the requirements of the clauses in paragraphs (a), (b), (c), and (d) of this clause, the Contractor is not required to flow down any FAR clause, other than those in this paragraph (e)(1) in a subcontract for commercial items. Unless otherwise indicated below, the extent of the flow down shall be as required by the clause-
- (i) [52.203-13](#), Contractor Code of Business Ethics and Conduct (Apr 2010) ([41 U.S.C. 3509](#)).
  - (ii) [52.219-8](#), Utilization of Small Business Concerns (Oct 2014) ([15 U.S.C. 637\(d\)\(2\)](#) and (3)), in all subcontracts that offer further subcontracting opportunities. If the subcontract (except subcontracts to small business concerns) exceeds \$650,000 (\$1.5 million for construction of any public facility), the subcontractor must include [52.219-8](#) in lower tier subcontracts that offer subcontracting opportunities.
  - (iii) [52.222-17](#), Nondisplacement of Qualified Workers (May 2014) (E.O. 13495). Flow down required in accordance with paragraph (l) of FAR clause [52.222-17](#).
  - (iv) [52.222-21](#), Prohibition of Segregated Facilities (Apr 2015)
  - (v) [52.222-26](#), Equal Opportunity (Apr 2015) (E.O. 11246).
  - (vi) [52.222-35](#), Equal Opportunity for Veterans (Jul 2014) ([38 U.S.C. 4212](#)).
  - (vii) [52.222-36](#), Equal Opportunity for Workers with Disabilities (Jul 2014) ([29 U.S.C. 793](#)).
  - (viii) [52.222-37](#), Employment Reports on Veterans (Jul 2014) ([38 U.S.C. 4212](#))
  - (ix) [52.222-40](#), Notification of Employee Rights Under the National Labor Relations Act (Dec 2010) (E.O. 13496). Flow down required in accordance with paragraph (f) of FAR clause [52.222-40](#).
  - (x) [52.222-41](#), Service Contract Labor Standards (May 2014) ([41 U.S.C. chapter 67](#)).
  - (xi)
    - (A) [52.222-50](#), Combating Trafficking in Persons (Mar 2015) ([22 U.S.C. chapter 78](#) and E.O. 13627).
    - (B) Alternate I (Mar 2015) of [52.222-50](#) ([22 U.S.C. chapter 78](#) and E.O. 13627).
  - (xii) [52.222-51](#), Exemption from Application of the Service Contract Labor Standards to Contracts for Maintenance, Calibration, or Repair of Certain Equipment-Requirements (May 2014) ([41 U.S.C. chapter 67](#)).
  - (xiii) [52.222-53](#), Exemption from Application of the Service Contract Labor Standards to Contracts for Certain Services-Requirements (May 2014) ([41 U.S.C. chapter 67](#)).
  - (xiv) [52.222-54](#), Employment Eligibility Verification (AUG 2013).
  - (xv) [52.222-55](#), Minimum Wages Under Executive Order 13658 (Dec 2014) (Executive Order 13658).
  - (xvi) [52.225-26](#), Contractors Performing Private Security Functions Outside the United States (Jul 2013) (Section 862, as amended, of the National Defense Authorization Act for Fiscal Year 2008; [10 U.S.C. 2302 Note](#)).



- (xvii) [52.226-6](#), Promoting Excess Food Donation to Nonprofit Organizations (May 2014) ([42 U.S.C. 1792](#)). Flow down required in accordance with paragraph (e) of FAR clause [52.226-6](#).
- (xviii) [52.247-64](#), Preference for Privately Owned U.S.-Flag Commercial Vessels (Feb 2006) ([46 U.S.C. Appx. 1241\(b\)](#) and [10 U.S.C. 2631](#)). Flow down required in accordance with paragraph (d) of FAR clause [52.247-64](#).
- (2) While not required, the contractor may include in its subcontracts for commercial items a minimal number of additional clauses necessary to satisfy its contractual obligations.

**(END OF CLAUSES)**

**DEPARTMENT OF STATE ACQUISITION REGULATION (48 CFR Chapter 6) CLAUSES**

<b>NUMBER</b>	<b>TITLE</b>	<b>DATE</b>
652.225-71	Section 8(a) of the Export Administration Act of 1979, As Amended (if order exceeds simplified acquisition threshold)	AUG 1999
652.229-70	Excise Tax Exemption Statement for Contractors Within the United States (for supplies to be delivered to an overseas post)	JUL 1988
652.229-71	Personal Property Disposition at Posts Abroad	AUG 1999
652.237-72	Observance of Legal Holidays and Administrative Leave (for services where performance will be on-site in a Department of State facility)	APR 2004
652.239-71	Security Requirements for Unclassified Information Technology Resources (for orders that include information technology resources or services in which the contractor will have physical or electronic access to Department information that directly supports the mission of the Department)	SEP 2007
652.242-70	Contracting Officer's Representative (if a COR will be named for the order) Fill-in for paragraph b: "The COR is "	AUG 1999
652.242-71	Notice of Shipments (for overseas shipment of supplies)	JUL 1988
652.242-73	Authorization and Performance	AUG 1999
652.243-70	Notices	AUG 1999

The following clause is provided in full text, and is applicable for orders for services that will require contractor employees to perform on-site at a DOS location and/or that require contractor employees to have access to DOS information systems:

**652.204-70 Department of State Personal Identification Card Issuance Procedures (MAY 2011)**

- (a) The Contractor shall comply with the Department of State (DOS) Personal Identification Card Issuance Procedures for all employees performing under this contract who require frequent and continuing access to DOS facilities, or information systems. The Contractor shall insert this clause in all subcontracts when the subcontractor's employees will require frequent and continuing access to DOS facilities, or information systems.
- (b) The DOS Personal Identification Card Issuance Procedures may be accessed at <http://www.state.gov/m/ds/rls/rpt/c21664.htm>.

**(END OF CLAUSES)**

**652.232-70 PAYMENT SCHEDULE AND INVOICE SUBMISSION  
(FIXED-PRICE) (AUG 1999)**

- (a) General. The Government shall pay the Contractor as full compensation for all work required, performed, and accepted under this contract the firm fixed-price stated in this contract.
- (b) Invoice Submission. The Contractor shall submit invoices in an original and one copy to the office identified below. To constitute a proper invoice, the invoice shall include all the items required by FAR 32.905(e).

American Embassy  
Financial Management Office  
Ave. La Paz  
Tegucigalpa, Honduras

- (c) Contractor Remittance Address. The Government will make payment to the Contractor's address stated on the cover page of this contract, unless a separate remittance address is shown below:

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**652.237-72 OBSERVANCE OF LEGAL HOLIDAYS AND ADMINISTRATIVE LEAVE (APR 2004)**

All work shall be performed during Monday through Friday between 08:30 to 11:30 am except for the holidays identified below. Other hours may be approved by the Contracting Officer's Representative. Notice must be given 24 hours in advance to COR who will consider any deviation from the hours identified above.

- (a) The Department of State observes the following days as holidays:

New Year's Day  
Martin Luther King's Birthday  
Washington's Birthday  
Day of the Americas  
Holy Thursday  
Good Friday  
Easter Saturday  
Honduran Labor Day  
Memorial Day  
Independence Day  
Labor Day  
Central American Independence Day  
Francisco Morazan's Birthday  
Discovery of America  
Columbus Day  
Honduran Armed Forces Day  
Veterans Day  
Thanksgiving Day  
Christmas Day

Any other day designated by Federal law, Executive Order or Presidential Proclamation.

- (b) When any such day falls on a Saturday or Sunday, the following Monday is observed. Observance of such days by Government personnel shall not be cause for additional period of performance or entitlement to compensation except as set forth in the contract.

**52.237-1 SITE VISIT (APR 1984)**

**As prescribed in [37.110](#)**

- (a) Offerors or quoters are urged and expected to inspect the site where services are to be performed and to satisfy themselves regarding all general and local conditions that may affect the cost of contract performance, to the extent that the information is reasonably obtainable. In no event shall failure to inspect the site constitute grounds for a claim after contract award.

**(END OF PROVISION)**

**SECTION III - SOLICITATION PROVISIONS**

**FAR 52.212-1 INSTRUCTIONS TO OFFERORS -- COMMERCIAL ITEMS (APR 2014)**, is incorporated by reference

ADDENDUM TO 52.212-1

None

A. Summary of instructions. Each offer must consist of the following:

A. 1. A completed solicitation, in which the SF-18 filled out.

A. 2. Information demonstrating the offeror's / quoter's ability to perform, including:

- (1) Name of a Project Manager (or other liaison to the Embassy/Consulate) who understands written and spoken English;
- (2) Evidence that the offeror / quoter operates an established business with a permanent address and telephone listing;
- (3) List of clients over the past three years, demonstrating prior experience with relevant past performance information and references (provide dates of contracts, places of performance, value of contracts, contact names, telephone and fax numbers and email addresses). If the offeror has not performed comparable services in **Honduras** then the offeror shall provide its international experience. Offerors are advised that the past performance information requested above may be discussed with the client's contact person. In addition, the client's contact person may be asked to comment on the offeror's:
  - Quality of services provided under the contract;
  - Compliance with contract terms and conditions;
  - Effectiveness of management;
  - Willingness to cooperate with and assist the customer in routine matters, and when confronted by unexpected difficulties; and
  - Business integrity / business conduct.

The Government will use past performance information primarily to assess an offeror's capability to meet the solicitation performance requirements, including the relevance and successful performance of the offeror's work experience. The Government may also use this data to evaluate the credibility of the offeror's proposal. In addition, the Contracting Officer may use past performance information in making a determination of responsibility.

- (4) Evidence that the offeror / quoter can provide the necessary personnel, equipment, and financial resources needed to perform the work;
- (5) The offeror shall provide all licenses and permits required by local law (see DOSAR 652.242-73 in Section 2).

- (6) Acknowledgment of solicitation Amendments if any.

**ADDENDUM TO SOLICITATION PROVISIONS  
FAR AND DOSAR PROVISIONS NOT PRESCRIBED IN PART 12**

**52.252-1 SOLICITATION PROVISIONS INCORPORATED BY REFERENCE (FEB 1998)**

This solicitation incorporates one or more solicitation provisions by reference, with the same force and effect as if they were given in full text. Upon request, the Contracting Officer will make their full text available. Also, the full text of a clause may be accessed electronically at:

<http://acquisition.gov/far/index.html/> or <http://farsite.hill.af.mil/search.htm>.

These addresses are subject to change. IF the FAR is not available at the locations indicated above, use of an Internet “search engine” (for example, Google, Yahoo or Excite) is suggested to obtain the latest location of the most current FAR provisions.

The following Federal Acquisition Regulation solicitation provisions are incorporated by reference:

PROVISION TITLE AND DATE

**52.214-34 SUBMISSION OF OFFERS IN THE ENGLISH LANGUAGE (APR 1991)**

The site visit will be held on **Tuesday, July 26<sup>th</sup>, 2016** at **09:00 am** at the US Embassy Tegucigalpa. Interested vendors must submit the name and ID of their representative no later than **12:00 m** on **Monday, July 26<sup>th</sup>, 2016** to the following e-mail [proctgu@state.gov](mailto:proctgu@state.gov)

**SECTION 4 - EVALUATION FACTORS**

- Award will be made to the lowest priced, technically acceptable, responsible quoter. The quoter shall submit a completed solicitation, including Sections 1.
- The Government reserves the right to reject proposals that are unreasonably low or high in price.
- The lowest price will be determined by multiplying the offered prices times the quantities in “Prices - Continuation of SF-18”, and arriving at a grand total.
- The Government will determine quoter acceptability will be determined by assessing the quoter's compliance with the terms of the RFQ.

**Contact information:** \_\_\_\_\_

\_\_\_\_\_

**Signature:** \_\_\_\_\_ **Date signed:** \_\_\_\_\_